

Homeland Security Department

3004.804–570

clause at (HSAR) 48 CFR 3052.204–70, Security Requirements for Unclassified Information Technology Resources, in solicitations and contracts which require submission of an IT Security Plan.

Subpart 3004.8—Government Contract Files

3004.804 Closeout of contract files.

3004.804–1 Closeout by the office administering the contract.

(b) The quick closeout procedures under (FAR) 48 CFR 42.708 may be used for the settlement of indirect costs under contracts when the estimated amount (excluding any fixed fee) of the contract is \$3 million or less if determined appropriate by the contracting officer.

3004.804–5 Procedures for closing out contract files.

3004.804–570 Supporting closeout documents.

(a) When applicable and prior to contract closure, the contracting officer

shall obtain the listed DHS and Department of Defense (DOD) forms from the contractor for closeout.

(1) DHS Form 0700–03, Contractor's Release (*e.g.*, see (FAR) 48 CFR 52.216–7);

(2) DHS Form 0700–02, Contractor's Assignment of Refunds, Rebates, Credits and Other Amounts (*e.g.*, see (FAR) 48 CFR 52.216–7);

(3) DHS Form 0700–01, Cumulative Claim and Reconciliation Statement (*e.g.*, see (FAR) 48 CFR 4.804–5(a)(13); and

(4) DD Form 882, Report of Inventions and Subcontracts (*e.g.*, see (FAR) 48 CFR 52.227–14).

(b) The forms listed in this section (see (HSAR) 48 CFR part 3053) are used primarily for the closeout of cost-reimbursement, time-and-materials, and labor-hour contracts. The forms may also be used for closeout of other contract types to protect the Government's interest.